

**UNC Workgroup 0518S Minutes
Enhancement to the Gas Safety
Thursday 27 November 2014
31 Homer Road, Solihull, B91 3LT**

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HC)	Joint Office
Andy Clasper	(AC)	National Grid
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
David Mitchell	(DM)	Scotia Gas Networks
Erika Melén	(EM)	Scotia Gas Networks
Gareth Evans	(GE)	WatersWye
Hilary Chapman	(HCh)	Xoserve
Jeremy Guard	(JG)	First Utility
Kirsten Elliott-Smith	(KES)	Cornwall Energy
Lorna Lewin	(LL)	DONG Energy
Mark Jones	(MJ)	SSE
Martin Connor	(MC)	National Grid NTS
Richard Pomroy*	(RP)	Wales & West Utilities
Rob Johnson	(RJ)	Wingas

* via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0518/271114>

The Workgroup Report is due to be presented at the UNC Modification Panel by 18 June 2015.

1.0 Outline of Modification

EM introduced the modification and explained the processes currently in place to confirm sites have been left in a safe condition after a meter removal and that the supply has not been re-established. She explained a number of desk-top checks undertaken by Transporters are finding that meters are sometimes found physically connected and capable of flowing gas. EM expressed concern that some customers are being unduly disrupted due to data errors and this modification attempts to eliminate these instances.

The modification proposes that a monthly report is sent to each shipper listing MPRNs and addresses where the meter has been advised as removed (and either still in ownership or recently withdrawn). Shippers will then be obligated to interrogate the report to establish if customers have a contract in place or a meter installed (the same or a different meter) capable of flowing gas and notify the transporter of the fact providing the relevant meter information. The principles of Modifications 0424 /0425 will be followed to re-attach the meter or Xoserve will process an auto confirmation if no action is taken should the actual situation be discovered by Transporters and back billed.

2.0 Initial Discussion

HCh explained that the required reports would be reasonably easy to produce. Xoserve would run the reports outside of the GSR process. However, the Workgroup would need

to consider the system updates, the 0424 / 0425 processes, and need to clarify how to manage the back billing.

HCh confirmed the updates through current industry flows would vary and Xoserve are reviewing how this could work. HCh explained that the Pre Nexus billing would continue to flow into RbD or unidentified Gas and she questioned if the industry would want to capture the details to avoid gas being allocated to RbD and unidentified Gas.

The Workgroup considered when a Shipper finds a meter, whether it should be put back on the system from the assumed removal date or another appropriate date and whether the rules to manage correcting erroneous data needed to change. The Workgroup also considered how to manage system updates if a new meter is identified (ie how manage the missed meter exchange).

CB challenged how a Shipper would know that a customer has arranged for a new meter to be installed. EM explained that within the business rules, if a meter has not been installed by the supplier, there would not be an obligation for the Shipper to update the data.

CB expressed concern about Shippers being obligated to double check meter removals and withdrawals that have been previously processed. She asked if within the process of reporting, Xoserve could provide other or additional information feeds such as the C&D store or rejected meter read submissions, as an indication/evidence of an error rather than Shippers having to check every meter removal submitted. CB was concerned Shippers were being asked to double check processes without evidence of there being a problem.

EM highlighted the benefit of interrogation / double-checking provides Shippers with an opportunity to avoid abortive site visit costs for sites where an error has occurred. If a Shipper decides not to undertake any interrogation of the report they run the risk of incurring costs that could have been avoided.

It was suggested that the Workgroup might need to produce some scenarios that could occur and look at the current rules. MJ suggested the Workgroup should also consider using the erroneous meter withdrawal process.

It was agreed that the Workgroup would need to establish the materiality of the issue trying to be addressed to help understand the benefit of the change.

Xoserve and Scotia Gas Networks agreed to consider potential scenarios, produce a timeline and look at previous failed GSR visits to understand the scale of the issue, establish if there is a backlog issue, and whether filtering of with evidence is possible to target sites to be investigated for further consideration at the next meeting.

It was also agreed that the Workgroup would need to consider whether to implement the modification ahead of Project Nexus and what the likely impacts of this would be. EM agreed to consider today's discussion and amend the modification to include pre and post nexus consideration and amend the modification title to remove the reference to the GSR.

2.1. Initial Representations

None received.

2.2. Issues and Questions from Panel

2.2.1. Customer interactions to be clarified.

Item deferred until the next meeting.

3.0 Next Steps

Workgroup to consider: Management of back billing; Additional Information Feeds for the monthly report; Potential scenarios; Timeline; the Scale of the issue, Project Nexus and Customer interactions.

4.0 Any Other Business

None.

5.0 Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/Diary

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
Friday 12 December 2014	31 Homer Road, Solihull, B91 3LT	Topics for further consideration: Management of back billing Additional Information Feeds for the monthly report Potential scenarios Timeline Scale of the issue Project Nexus Customer interactions